

[Close Form](#)[Next](#)[Print Page](#)[About](#)OMB Number: 4040-0004
Expiration Date: 01/31/2009

Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☐ New
☒ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify)

* 3. Date Received:

05/27/2008

4. Applicant Identifier:

5a. Federal Entity Identifier:

* 5b. Federal Award Identifier:

V002420-02-1

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION

* b. Employer/Taxpayer Identification Number (EIN/TIN):

21-6000928

* c. Organizational DUNS

607415197

d. Address:

* Street1:

P.O. Box 420

Street2:

* City:

TRENTON

County:

* State:

NJ: New Jersey

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

08625

e. Organizational Unit:

Department Name:

NJDEP

Division Name:

SITE REMEDIATION PROGRAM

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

* First Name:

WILLIAM

Middle Name:

* Last Name:

LOWRY

Suffix:

Title:

Bureau Chief

Organizational Affiliation:

* Telephone Number:

(609) 584-4271

Fax Number:

(609) 584-4298

* Email:

Biff.Lowry@dep.state.nj.us

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9. Type of Applicant 1: Select Applicant Type:

A: State Government

Type of Applicant 2: Select Applicant Type

Type of Applicant 3: Select Applicant Type

* Other (specify):

* 10. Name of Federal Agency:

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.802

CFDA Title:

Superfund State, Political Subdivision, and Indian Tribe Site Specific Cooperative Agreements

* 12. Funding Opportunity Number:

EPA-R2-01

* Title:

Region 2 State Opportunities

13. Competition Identification Number:

Title

14. Areas Affected by Project (Cities, Counties, States, etc.):

* 15. Descriptive Title of Applicant's Project:

HAZARDOUS WASTE SITE INVENTORY PRELIMINARY ASSESSMENTS AND SITE INVESTIGATIONS (PA-SI)

Attach supporting documents as specified in agency instructions

[Add Attachments](#)[Delete Attachments](#)[View Attachments](#)

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16. Congressional Districts Of:

* a Applicant

12

* b Program/Project

ALL

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a Start Date

10/01/2002

* b End Date

09/30/2009

18. Estimated Funding (\$):

* a Federal

900,000.00

* b Applicant

0.00

* c State

0.00

* d Local

0.00

* e Other

0.00

* f. Program Income

0.00

* g TOTAL

900,000.00

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☒ a. This application was made available to the State under the Executive Order 12372 Process for review on

04/29/2008

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☐ c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes☒ No

Explanation

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

Ms.

* First Name:

IRENE

Middle Name

S.

* Last Name

KROPP

Suffix

* Title

ASSISTANT COMMISSIONER

* Telephone Number:

(609) 292-1250

Fax Number

* Email:

Irene.Kropp@dep.state.nj.us

* Signature of Authorized Representative:

Therese Kell

* Date Signed:

05/27/2008

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*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

EPA KEY CONTACTS FORM

Authorized Representative: *Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated*

Name: Prefix: Ms. * First Name: Irene Middle Name: S.
* Last Name: Kropp Suffix:
Title: Assistant Commissioner, Site Remediation Prog
Complete Address:
* Street1: 401 East State Street
Street2: PO Box 028
* City: Trenton * State: NJ: New Jersey
* Zip Code: 08625 * Country: USA: UNITED STATES
* Phone Number: (609) 292-1250 Fax Number:
Email: Irene.Kropp@dep.state.nj.us

Payee: *Individual authorized to accept payments.*

Name: Prefix: Mr. * First Name: E. David Middle Name:
* Last Name: Barth Suffix:
Title: Director, Budget & Finance
Complete Address:
* Street1: 428 East State Street
Street2: PO Box 420
* City: Trenton * State: NJ: New Jersey
* Zip Code: 08625 * Country: USA: UNITED STATES
* Phone Number: (609) 292-9230 Fax Number:
Email: David.Barth@dep.state.nj.us

Administrative Contact: *Individual from Sponsored Programs Office to contact concerning administrative matters (i.e., indirect cost rate computation, rebudgeting requests etc).*

Name: Prefix: Ms. * First Name: Therese Middle Name: A.
* Last Name: Kell Suffix:
Title: Manager, Federal Funds Administration
Complete Address:
* Street1: 428 East State Street
Street2: PO Box 420
* City: Trenton * State: NJ: New Jersey
* Zip Code: 08625 * Country: USA: UNITED STATES
* Phone Number: (609) 984-4864 Fax Number: (609) 633-3727
Email: Terry.Kell@dep.state.nj.us

EPA KEY CONTACTS FORM

Project Manager: *Individual responsible for the technical completion of the proposed work.*

Name:	Prefix: Mr.	* First Name: William	Middle Name: F.
	* Last Name: Lowry		Suffix:
Title:	Bureau Chief, Env. Measures & Site Assessment		
Complete Address:			
	* Street1: 300 Horizon Center		
	Street2: PO Box 407		
	* City: Robbinsville	* State: NJ: New Jersey	
	* Zip Code: 08691	* Country: USA: UNITED STATES	
* Phone Number:	(609) 584-4280		Fax Number: (609) 584-4298
Email:	Biff.Lowry@dep.state.nj.us		

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION	
NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: MS.	* First Name: IRENE Middle Name: S.
* Last Name: KROPP	Suffix:
* Title: ASSISTANT COMMISSIONER	
* SIGNATURE: Therese Kell	* DATE: 05/27/2008

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Therese Kell</p>	<p>* TITLE</p> <p>ASSISTANT COMMISSIONER</p>
<p>* APPLICANT ORGANIZATION</p> <p>NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION</p>	<p>* DATE SUBMITTED</p> <p>05/27/2008</p>

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BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 4040-0006
Expiration Date 04/30/2008

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. PA-SI	66.802	\$	\$	\$ 900,000.00	\$	\$ 900,000.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 900,000.00	\$	\$ 900,000.00

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Prescribed by OMB (Circular A -102) Page 1

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	PA-SI				
a. Personnel	\$ 383,745.00	\$	\$	\$	\$ 383,745.00
b. Fringe Benefits	141,602.00				141,602.00
c. Travel	1,100.00				1,100.00
d. Equipment	33,500.00				33,500.00
e. Supplies	11,520.00				11,520.00
f. Contractual	190,700.00				190,700.00
g. Construction	0.00				
h. Other	31,240.00				31,240.00
i. Total Direct Charges (sum of 6a-6h)	793,407.00				\$ 793,407.00
j. Indirect Charges	106,593.00				\$ 106,593.00
k. TOTALS (sum of 6i and 6j)	\$ 900,000.00	\$	\$	\$	\$ 900,000.00
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.	PA-SI	\$	\$	\$	\$
9.					
10.					
11.					
12. TOTAL (sum of lines 8-11)		\$	\$	\$	\$

SECTION D - FORECASTED CASH NEEDS						
		Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13.	Federal	\$ 900,000.00	\$ 225,000.00	\$ 225,000.00	\$ 225,000.00	\$ 225,000.00
14.	Non-Federal	\$				
15. TOTAL (sum of lines 13 and 14)		\$ 900,000.00	\$ 225,000.00	\$ 225,000.00	\$ 225,000.00	\$ 225,000.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program		FUTURE FUNDING PERIODS (YEARS)			
		(b) First	(c) Second	(d) Third	(e) Fourth
16.	PA-SI	\$	\$	\$	\$
17.					
18.					
19.					
20. TOTAL (sum of lines 16 - 19)		\$	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: \$793,407.00	22. Indirect Charges: \$106,593.00
23. Remarks: 20.29% OF PERSONNEL AND FRINGE BENEFITS	

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GRANT OUTPUTS

AMENDMENT DURATION - 12 MONTHS (OCTOBER 1, 2008 – SEPTEMBER 30, 2009)

THE GRANT WILL FUND 5.5 POSITIONS FOR 1 YEAR = 5.5 MAN-YEARS

1 STATE MAN-YEAR = 1,423.636 MAN-HOURS (35 HOUR WORKWEEK) EXCLUDES HOLIDAYS, LEAVE, TRAINING AND ADMINISTRATIVE TASKS

FEDERAL FISCAL YEAR 2008 OUTPUTS			
MAN-YEARS	MAN HOURS / MAN YEAR	MAN-HOURS	
5.5	1,423.636	7830	
OUTPUT	TOTAL FFY06 OUTPUTS	HOURS PER OUTPUT	TOTAL MAN- HOURS
PSAs	10	80	800
PAs	3	50	150
SIs	4	520	2,080
ESIs	2	1,200	2,400
SRs	8	300	2,400
			7,830

MAN-HOUR EXPENDITURE FOR GRANT OUTPUTS

7830 MAN-HOURS

AVAILABLE

0 MAN-HOURS

TRAINING

TRAINING EXCLUDED FROM THE FTE CALCULATION AS A NON-OUTPUT RELATED ACTIVITY IS AS FOLLOWS:

- ANNUAL 8-HOUR HEALTH AND SAFETY REFRESHER AND MISCELLANEOUS TRAINING

MISCELLANEOUS TRAINING INCLUDES:

- INTRODUCTION TO GROUNDWATER INVESTIGATIONS
- SUPERVISOR 8-HOUR HEALTH AND SAFETY TRAINING
- ENVIRONMENTAL RISK ASSESSMENT
- SUPERFUND COMMUNITY RELATIONS
- SAMPLING FOR HAZARDOUS MATERIALS
- CPR CERTIFICATION/RECERTIFICATION
- BASIC FIRST AID
- DEFENSIVE DRIVING
- PA/SI TRAINING FOR THE REVISED HRS
- PERSONAL COMPUTER INSTRUCTION (WINDOWS, WORD, ACCESS, EXCEL, GRAPHICS, ARCVIEW, ETC.)
- PERSONAL DEVELOPMENT (TIME MANAGEMENT, TECHNICAL WRITING, ETC.)
- MANAGEMENT TRAINING
- MONITORING INSTRUMENT AND SAMPLING EQUIPMENT TRAINING PROVIDED BY VENDORS
- OTHER CERCLA/SUPERFUND RELATED TRAINING, SEMINARS AND CONFERENCES DEEMED APPROPRIATE BY THE NJDEP/EPA PROJECT MANAGERSQUARTERLY REPORTS

As part of the cooperative agreement, the NJDEP will assign one activity code for all PSA work, one activity code for all PA work, one activity code for all SI work and one activity code for all ESI work. All site-specific work, whether PA, SI or ESI, will be coded to a site-specific job number for cost recovery and tracking purposes. A job number designated for the exclusive use of this grant will govern general administrative tasks. The use of separate and distinct job numbers and activity codes will allow NJDEP to track and account for the actual number of man-hours coded for any phase of any site during a particular grant period.

Quarterly reports will be prepared and submitted in accordance with the "PA/SI State Cooperative Agreement Guidance" and will include the following information for completed PAs, SIs and ESIs:

- o Site name, municipality and county
- o EPA ID Number
- o Priority designation/recommendations

The NJDEP will pre-screen suspected sources using field analytical methods as part of the Pre-CERCLIS Screening Assessment (PSA), and although many more sites will be evaluated using this approach, a PA and SI will only be completed for sites warranting further investigation. Consequently, NJDEP will significantly reduce the number of NFRAP sites entered into CERCLIS. Quarterly reports and completed PSA, PA, SI and ESI packages will be submitted as follows:

<u>QUARTER</u>	<u>PSAs</u>	<u>PAs</u>	<u>SIs</u>	<u>ESIs</u>	<u>SRs</u>
1 (October 1 – December 31, 2008)	2	0	1	0	2
2 (January 1 – March 31, 2009)	2	0	1	0	2
3 (April 1 – June 30, 2009)	3	1	1	1	2
4 (July 1 – September 30, 2009)	3	2	1	1	2
TOTALS	10	3	4	2	8

Meetings between the NJDEP and EPA project managers, or their designees, will occur at the project managers' discretion.

Routine Travel

Tolls and Parking

Staff are reimbursed for out of pocket expenses incurred on roadways requiring tolls while traveling to sites for sample collection and local offices for file searches. Staff are also reimbursed for out of pocket expenses incurred for parking while visiting local offices.

Special Travel

National Site Assessment Symposium (NSAS)

The NSAS is a 4-day event occurring biennial basis. One NJDEP staff member will attend the conference. A conference is scheduled for FFY 09.

OPERATIONAL BUDGET DETAILS

SUPPLIES

(21) MISCELLANEOUS PRINTING AND OFFICE SUPPLIES

BALL POINT PENS, FELT TIP MARKERS, HIGHLIGHTER MARKERS, PENCILS, WRITING PAPER, LETTER PAPER, ENVELOPES, REPORT BINDERS, REPORT COVERS, FILE FOLDERS, HANGING FOLDERS, APPOINTMENT BOOKS, RUBBER BANDS, PAPER CLIPS, STAPLERS, STAPLES, SCISSORS, RULERS, COMPASSES, SCALES, CALCULATORS, DICTIONARIES, STAPLE REMOVERS, THUMB TACKS, BUSINESS CARDS, FILE CABINETS, PENCIL SHARPENERS, LETTER TRAYS, CELLOPHANE TAPE, TAPE DISPENSERS, ROLODEX, BULLETIN BOARDS, FIELD LOG BOOKS, NOTEBOOKS, CLIPBOARDS, TYPE CORRECTION FLUID, LOOSELEAF BINDERS, COPIER PAPER, TONER, ETC.

(24) MISCELLANEOUS DISPOSABLES

MISCELLANEOUS DISPOSABLE SUPPLIES NOT ANTICIPATED OR IN EXCESS OF THE ITEMIZED QUANTITIES

(26) MISCELLANEOUS SAMPLING SUPPLIES

FILM AND PROCESSING, FIELD GC CALIBRATION STANDARDS AND SUPPLIES, MISCELLANEOUS SAMPLING SUPPLIES NOT ANTICIPATED OR IN EXCESS OF THE ITEMIZED QUANTITIES

(34) MISCELLANEOUS SOFTWARE AND SUPPLIES

DISKETTES, DISKETTE HOLDERS, REPLACEMENT OR INNOVATIVE SOFTWARE

(76) MISCELLANEOUS SAMPLING TOOLS

NON-DISPOSABLE SAMPLING TOOLS AND EQUIPMENT

(77) COMPUTERS - HARDWARE-RELATED SUPPLIES AND EQUIPMENT

EQUIPMENT

(74) REPLACEMENT VEHICLE

A VEHICLE PURCHASE IS NOT SCHEDULED FOR FFY08

VEHICLES ARE REQUIRED TO TRANSPORT STAFF AND SAMPLING EQUIPMENT TO SITES THROUGHOUT THE STATE. THE VEHICLE WILL ALSO BE UTILIZED FOR TRANSPORTING STAFF TO LOCAL OFFICES FOR FILE REVIEWS

CONTRACTUAL

(36) PROFESSIONAL SERVICES

EACH CONTRACT UTILIZED BY THE NJDEP IS COMPETED.

OTHER SERVICES

(38) TRAINING, CONFERENCE AND SEMINARS

THIS ACCOUNT INCLUDES ALL CHARGES FOR ORGANIZED PROGRAMS FOR EDUCATION, TRAINING AND DEVELOPMENT OF NJDEP STAFF SUCH AS CONFERENCE AND INSTRUCTOR FEES, TRAINING CONFERENCES OR PRESENTATIONS, TUITION PAYMENTS AND RELATED CHARGES.

PROFESSIONAL SERVICES

SAMPLE ANALYSES

ROUTINE ANALYTICAL SERVICES (SOIL, GROUND WATER, SURFACE WATER, SEDIMENTS AND AIR) WITH THE EXCEPTION OF POTABLE WATER, WILL BE PROVIDED UNDER THE EPA CONTRACT LABORATORY PROGRAM.

ANTICIPATED CLP WORKLOAD

4 SITE INSPECTIONS	
35 SAMPLES/SITE INSPECTION (SI)	
35 SAMPLES/SI X 4 SIs =	140 SAMPLES
2 EXPANDED SITE INSPECTIONS	
35 SAMPLES/EXPANDED SITE INSPECTION (ESI)	
35 SAMPLES/ESI X 2 ESIs =	<u>70 SAMPLES</u>
TOTAL	210 CLP SAMPLES

ANALYSIS OF POTABLE WATER SAMPLES FOR VOLATILE ORGANICS WILL BE PERFORMED UNDER NEW JERSEY LABORATORY ANALYSIS CONTRACT X-26411

ANTICIPATED POTABLE WATER SAMPLES FOR VOLATILE ORGANIC ANALYSIS

4 SITE INSPECTIONS	
15 SAMPLES/SITE INSPECTION (SI)	
15 SAMPLES/SI X 4 SIs =	60 SAMPLES
2 EXPANDED SITE INSPECTIONS	
15 SAMPLES/EXPANDED SITE INSPECTION (ESI)	
15 SAMPLES/ESI X 2 ESIs =	<u>30 SAMPLES</u>
TOTAL WATER SAMPLES FOR VOLATILE ORGANIC ANALYSIS	90 SAMPLES
COST/SAMPLE - \$130	
TOTAL COST - 90 SAMPLES @ \$130/SAMPLE = \$11,700	

NON-ROUTINE ANALYSES OR PROCEDURES REQUIRED TO APPROPRIATELY CHARACTERIZE OR DELINEATE A CONTAMINANT SOURCE, SUCH AS TPHC OR FIELD SCREENING METHODS, WILL BE ARRANGED BY THE NJDEP. THIS INCLUDES ALL ANALYSES PERFORMED BY THE NJDEP MOBILE LABORATORY DURING THE PRE-CERCLIS SCREENING ASSESSMENT.

PROFESSIONAL SERVICES (continued)

SAMPLE ANALYSES

NJDEP MOBILE LABORATORY SAMPLE ANALYSES

10 PRE-CERCLIS SCREENING ASSESSMENTS (PSA)

15 SAMPLES/PSA

15 SAMPLES/PSA X 10 PSAs = 150 SAMPLES

TOTAL – 150 WATER SAMPLES FOR VOLATILE ORGANIC ANALYSIS

COST/SAMPLE - \$60

TOTAL COST – 150 SAMPLES @ \$60/SAMPLE = **\$9,000.00**

DATA VALIDATION

VALIDATION FOR ROUTINE ANALYTICAL SERVICES (SOIL, GROUND WATER, SURFACE WATER, SEDIMENTS, AND AIR), WITH THE EXCEPTION POTABLE WATER, WILL BE PROVIDED UNDER THE EPA CONTRACT LABORATORY PROGRAM.

ANTICIPATED CLP VALIDATION WORKLOAD

4 SITE INSPECTIONS

35 SAMPLES/SITE INSPECTION (SI)

35 SAMPLES/SI X 4 SIs = 140 SAMPLES

2 EXPANDED SITE INSPECTIONS

35 SAMPLES/EXPANDED SITE INSPECTION (ESI)

35 SAMPLES/ESI X 2 ESIs = 70 SAMPLES

TOTAL 210 CLP SAMPLES

VALIDATION OF POTABLE WATER SAMPLES WILL BE PERFORMED BY THE NJDEP, OFFICE OF DATA QUALITY

ANTICIPATED POTABLE WATER VALIDATION WORKLOAD

4 SITE INSPECTIONS

15 SAMPLES/SITE INSPECTION (SI)

15 SAMPLES/SI X 4 SIs = 60 SAMPLES

2 EXPANDED SITE INSPECTIONS

15 SAMPLES/EXPANDED SITE INSPECTION (ESI)

15 SAMPLES/ESI X 2 ESIs = 30 SAMPLES

TOTAL 90 POTABLE WATER SAMPLES

VALIDATION FOR NON-ROUTINE ANALYSES OR PROCEDURES REQUIRED TO APPROPRIATELY CHARACTERIZE OR DELINEATE A CONTAMINANT SOURCE, SUCH AS TPHC OR FIELD SCREENING METHODS, WILL BE PERFORMED BY THE NJDEP. THIS INCLUDES ALL ANALYSES PERFORMED BY THE NJDEP MOBILE LABORATORY DURING THE UNKNOWN SOURCE INVESTIGATION (USI).

FIELD SAMPLING AND WELL DRILLING SERVICES

FIELD SAMPLING ACTIVITIES INCLUDING SAMPLE COLLECTION, FIELD GC SCREENING, GEOPROBE OPERATION AND WELL DRILLING WILL BE PERFORMED UNDER THE NJDEP FIELD SAMPLING SERVICES CONTRACT (X-22349) AND NJDEP SUBSURFACE REMEDIATION AND RECOVERY SERVICES CONTRACT (X-33154) TO THE GREATEST EXTENT POSSIBLE.

ANTICIPATED USE OF FIELD SAMPLING AND WELL DRILLING SERVICES

10 PRE-CERCLIS SCREENING ASESMENTS @ \$5,000	= \$ 50,000
4 SITE INSPECTIONS @ \$15,000	= \$ 60,000
2 EXPANDED SITE INSPECTIONS @ \$30,000	= \$ 60,000
 TOTAL COST – FOR FIELD SAMPLING AND WELL DRILLING SERVICES	 = \$170,000

OUTPUT (TASK) DETAILS

PRE-CERCLIS SCREENING ASSESSMENT

The Pre-CERCLIS Screening Assessment (PSA) is a site discovery initiative intended to focus limited State and Federal resources on those sites of greatest environmental significance. Cases being considered for investigation will be selected from the NJDEP's Immediate Environmental Concern (IEC) inventory, a database of contaminated public and private potable well cases for which no source has been identified. The NJDEP will pre-screen suspected sources using field analytical methods, and although many more sites will be evaluated using this approach, only sites warranting further investigation will be entered into the Comprehensive Environmental Response, Compensation and Liability Information System (CERCLIS). Consequently, NJDEP will significantly reduce the number of NFRAP sites entered into CERCLIS. Sites warranting further investigation will be listed in CERCLIS before being considered for SI and ESI work unless otherwise approved by EPA.

Various tasks are routinely performed as part of the PSA:

- o review of site specific federal, state and local government files, reports and records
- o interviews with federal, state and local government personnel
- o review of geological, hydrological, topographical and meteorological data available from federal, state and local government offices or other comparable institutions
- o review of state and local water supply records
- o review of available aerial photographs
- o pre-sampling assessment
- o sampling, safety and QA plan preparation
- o collect ground water screening samples
- o sample analysis
- o data validation
- o data evaluation
- o report preparation

PSAs will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using EPA's Pre-CERCLIS Screening Assessment Checklist/Decision Form, or equivalent.

PRE-CERCLIS SCREENING ASSESSMENT WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. FILE SEARCH	5
A. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
B. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION	
C. LOCATE AND REVIEW EXISTING AERIAL PHOTOGRAPHS	
D. LOCATE AND COPY REQUIRED MAPS	
E. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. PRE-SAMPLING ASSESSMENT	2
A. NOTIFY APPROPRIATE OFFICES OF SITE VISIT AND OBTAIN SITE ACCESS APPROVAL	
B. SCHEDULE PERSONNEL FOR SITE VISIT	
C. SITE VISIT - SELECT POSSIBLE SAMPLING LOCATIONS	
3. SAMPLING, SAFETY AND QA PLANS; SAMPLE PREP	10
A. PREPARE SAMPLING, SAFETY AND QA PLANS	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF SAMPLING AND OBTAIN SITE ACCESS APPROVAL	
D. SCHEDULE SAMPLE ANALYSIS	
E. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SAMPLING	
F. COORDINATE SAMPLING, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
G. SAMPLE PREP	

PRE-CERCLIS SCREENING ASSESSMENT WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
4. MOBILIZATION, SAMPLING AND DEMOBILIZATION	28
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY SAMPLE MANAGEMENT AREA, DECONTAMINATION AREA AND SAMPLING LOCATIONS	
C. OPEN SAMPLE SHUTTLES AND INITIATE SAMPLE CHAIN OF CUSTODY	
D. COLLECT GROUND WATER (GW) SAMPLES FOR GC SCREENING AND MOBILE LABORATORY ANALYSIS	
F. DOCUMENT SAMPLING ACTIVITIES	
G. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
H. COMPLETE ANALYSIS REQUESTS, SAMPLE CHAIN OF CUSTODY AND SECURE SAMPLE SHUTTLES	
I. EXIT SITE, COMPLETE FIELD LOG AND TRANSPORT SAMPLES	
J. DEMOBILIZATION UPON COMPLETION OF SAMPLING	
K. DOCUMENT SAMPLING ACTIVITIES TO PROGRAM MANAGER	
5. ON-SITE GC SCREENING ANALYSIS OF GW SAMPLES	7
6. OFF-SITE SAMPLE ANALYSIS, DATA VALIDATION AND REPORT PREPARATION (AVERAGE 15 SAMPLES/PSA)	12
7. REPORT PREPARATION/REVISION	10
A. DEVELOP USI NARRATIVE	
B. TABULATE ALL AVAILABLE ANALYTICAL DATA	
C. ORGANIZE SUPPORTING DOCUMENTATION AND PREPARE MAPS	
8. SCREEN SITES USING EPA PSA DECISION FORM	2
9. TYPE REPORT/REVISIONS	2
10. PROGRAM MANAGER REVIEW	1
11. COPY, BIND AND FILE REPORT; DATA ENTRY	1
TOTAL	80

PRELIMINARY ASSESSMENT

The purpose of a Preliminary Assessment (PA) is to demonstrate that a site warrants further remedial action and should be entered into CERCLIS. A PA is a relatively quick, low cost site evaluation based on readily available information and analytical data.

Various tasks routinely performed as part of the PA:

- o review of site specific federal, state and local government files, reports and records
- o interviews with federal, state and local government personnel
- o review of geological, hydrological, topographical and meteorological data available from federal, state and local government offices or other comparable institutions
- o review of state and local water supply records
- o review of available aerial photographs
- o off-site reconnaissance
- o interviews with site personnel
- o scoring of the site using Quickscore

NJDEP will provide EPA with abbreviated PAs consisting of a completed Quickscore, a brief site summary and a site location map.

PAs will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.

PRELIMINARY ASSESSMENT WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. FILE SEARCH	30
A. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
B. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION	
C. LOCATE AND REVIEW EXISTING AERIAL PHOTOGRAPHS	
D. LOCATE AND COPY REQUIRED MAPS	
E. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. OFF-SITE RECONNAISSANCE	10
3. CALCULATE QUICKSCORE	5
4. PREPARE REPORT SUMMARY AND SITE MAP	4
5. PROGRAM MANAGER REVIEW	1
	<hr/>
TOTAL	50

SITE INSPECTION

The purpose of a Site Inspection (SI) is to accumulate analytical data to document and characterize releases of hazardous substances at a subject site. The SI also provides more accurate information to determine and support the need for a removal or remedial action. NJDEP will provide EPA with the names of all SI candidates prior to the initiation of any SI activity.

All SIs will include a pre-sampling assessment, an on-site inspection which serves to confirm reports and information disclosed during the file search, to identify any additional areas of concern and to identify and screen potential sampling locations.

Various tasks routinely performed as part of the SI:

- o supplemental data collection for completion of Quickscore
- o pre-sampling assessment
- o sampling, safety and QA plan preparation
- o field sampling of appropriate media
- o sample analysis / data validation
- o data evaluation
- o report preparation
- o scoring of the site using Quickscore

All analytical data developed using EPA funds will be scientifically valid, legally defensible and of known precision and accuracy. A written Quality Assurance Project Plan describing the measurement system(s) and the Quality Assurance/Quality Control (QA/QC) procedures NJDEP intends to use in monitoring sample analyses will be approved by EPA, and a Health and Safety Plan will be prepared, prior to commencing any field work.

In accordance with CERCLA Section 104(a), DEP employees, officers or representatives will provide the owner, operator, or individual in charge of a site the opportunity to receive: 1) a split of each sample collected on that particular site, 2) a receipt describing the samples collected and 3) a copy of analytical results when available.

The SI will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.

SITE INSPECTION WORK PLAN

MAN-HOURS

TASK

70

1. FILE SEARCH

- A. REVIEW EXISTING PA INFORMATION
- B. CONTACT ALL PERTINENT SOURCES OF INFORMATION
- C. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION AND DEVELOPMENT OF COMBINED PA/SI NARRATIVE
- D. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA FOR COMPREHENSIVENESS AND QUALITY
- E. GENERATE AND INTERPRET A GROUND WATER MODEL
- F. REVIEW AND COPY SUPPORTING DOCUMENTATION

30

2. PRE-SAMPLING ASSESSMENT

- A. NOTIFY APPROPRIATE OFFICES OF SITE VISIT AND OBTAIN SITE ACCESS APPROVAL
- B. SCHEDULE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SITE VISIT
- C. SITE VISIT - CONFIRM REPORTED CONDITIONS AND, IF NECESSARY, SELECT POSSIBLE SAMPLING LOCATIONS
- D. PRESENT FINDINGS TO PROGRAM MANAGER AND DETERMINE NEED FOR SAMPLING

50

3. SAMPLING, SAFETY AND QA PLANS; SAMPLE PREP

- A. PREPARE SAMPLING, SAFETY AND QA PLANS
- B. PROGRAM MANAGER REVIEW AND APPROVAL
- C. NOTIFY APPROPRIATE OFFICES OF SAMPLING AND OBTAIN SITE ACCESS APPROVAL
- D. SCHEDULE SAMPLE ANALYSIS
- E. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SAMPLING

SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
F. COORDINATE SAMPLING, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
G. SAMPLE PREP	
4. MOBILIZATION, SAMPLING AND DEMOBILIZATION	150
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY SAMPLE MANAGEMENT AREA, DECONTAMINATION AREA AND SAMPLING LOCATIONS	
C. OPEN SAMPLE SHUTTLES AND INITIATE SAMPLE CHAIN OF CUSTODY	
D. COLLECT SAMPLES IN ACCORDANCE WITH EPA GUIDANCE AND THE MOST CURRENT NJDEP <u>FIELD SAMPLING PROCEDURES MANUAL</u>	
E. COLLECT GROUND WATER (GW) SAMPLES FOR GC SCREENING	
F. DOCUMENT SAMPLING ACTIVITIES AND PHOTOGRAPH SAMPLE LOCATIONS	
G. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
H. COMPLETE ANALYSIS REQUESTS, SAMPLE CHAIN OF CUSTODY AND SECURE SAMPLE SHUTTLES FOR SHIPPING	
I. EXIT SITE, COMPLETE FIELD LOG AND SHIP SAMPLES	
J. DEMOBILIZATION UPON COMPLETION OF SAMPLING	
K. DOCUMENT SAMPLING ACTIVITIES TO PROGRAM MANAGER	
5. GC SCREENING ANALYSIS OF GW SAMPLES	35
6. SAMPLE ANALYSIS	CLP

SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
7. QA/QC REVIEW OF NON-CLP ANALYTICAL DATA	30
8. REPORT PREPARATION/REVISION	130
A. DEVELOP COMBINED PA/SI NARRATIVE	
B. TABULATE ALL AVAILABLE ANALYTICAL DATA	
C. ORGANIZE SUPPORTING DOCUMENTATION AND PREPARE MAPS	
D. TYPE REPORT/REVISIONS	
9. COMPLETE QUICKSCORE	15
10. PROGRAM MANAGER REVIEW	5
11. COPY, BIND AND FILE REPORT; DATA ENTRY	5
	<hr/>
TOTAL	520

EXPANDED SITE INSPECTION

The purpose of an Expanded Site Inspection (ESI) is to accumulate more complete and comprehensive analytical data to document and characterize releases of hazardous substances at a subject site. The ESI provides more accurate and up-to-date information to determine and support the need for a removal or remedial action. The ESI also provides the necessary information for determining a site's eligibility for the NPL and, for sites that are eligible, assists in developing and planning the Remedial Investigation.

NJDEP will provide EPA with the names of all ESI candidates prior to the initiation of any ESI activity.

ESIs, in general, will include a pre-sampling assessment, an on-site inspection to identify any additional areas of concern and to identify and screen prospective sampling and monitoring well locations. Use of field screening is significantly increased to better characterize and delineate suspected sources, to maximize sampling efficiency and to identify and confirm impacted receptors which are attributable to the site.

Various tasks routinely performed as part of the ESI:

- o supplemental data collection for completion of Quickscore
- o ground water modeling
- o pre-sampling assessment
- o sampling, safety and QA plan preparation
- o GC screening analysis of ground water for contaminant plume tracking and to determine monitoring well locations
- o monitoring well installation
- o field sampling of appropriate media
- o potable well sampling
- o sample analysis / data validation
- o data evaluation
- o report preparation
- o completion of EPA's "Final Site Assessment" form
- o scoring of the site using Quickscore

All analytical data developed using EPA funds will be scientifically valid, legally defensible and of known precision and accuracy. A written Quality Assurance Project Plan describing the measurement system(s) and the Quality Assurance/Quality Control (QA/QC) procedures DEP intends to use in monitoring sample analyses will be approved by EPA, and a Health and Safety Plan will be prepared, prior to commencing any field work.

EXPANDED SITE INSPECTION (continued)

In accordance with CERCLA Section 104(a), DEP employees, officers or representatives will provide the owner, operator, or individual in charge of a site the opportunity to receive: 1) a split of each sample collected on that particular site, 2) a receipt describing the samples collected and 3) a copy of analytical results when available.

The ESI will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.

EXPANDED SITE INSPECTION WORK PLAN

<u>TASK</u>	<u>MAN-HOURS</u>
1. SUPPLEMENTAL FILE SEARCH	65
A. REVIEW EXISTING PA AND SI INFORMATION	
B. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
C. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION AND DEVELOPMENT OF ESI NARRATIVE	
D. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA FOR COMPREHENSIVENESS AND QUALITY	
E. GENERATE AND INTERPRET GROUND WATER MODEL	
F. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. PRE-SAMPLING ASSESSMENT	30
A. NOTIFY APPROPRIATE OFFICES OF SITE VISIT AND OBTAIN SITE ACCESS APPROVAL	
B. SCHEDULE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SITE VISIT	
C. SITE VISIT - CONFIRM REPORTED CONDITIONS AND SELECT POSSIBLE SAMPLING AND SCREENING LOCATIONS	
D. DOCUMENT FINDINGS TO PROGRAM MANAGER	
3. GC SCREENING ANALYSIS, SAFETY AND QA PLANS PREP	50
A. PREPARE GC SCREENING ANALYSIS, SAFETY AND QA PLANS	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF GC SCREENING AND OBTAIN SITE ACCESS APPROVAL	
D. PREPARE AND SUBMIT SOIL BORING PERMITS	
E. SCHEDULE GC SCREENING ANALYSIS	

EXPANDED SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
F. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR GC SCREENING ANALYSIS	
G. COORDINATE GC SCREENING ANALYSIS, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
H. GC SCREENING ANALYSIS PREP	
4. MOBILIZATION, GC SCREENING ANALYSIS AND DEMOBILIZATION	200
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY GC OPERATION AREA, DECONTAMINATION AREA AND GC SCREENING LOCATIONS	
C. COLLECT GROUND WATER (GW) SAMPLES FOR GC SCREENING	
D. GC SCREENING ANALYSIS OF GW SAMPLES	
E. DOCUMENT SAMPLING ACTIVITIES AND PHOTOGRAPH SAMPLE LOCATIONS	
F. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
G. EXIT SITE AND COMPLETE FIELD LOG	
H. DEMOBILIZE UPON COMPLETION OF GC FIELD SCREENING	
I. DOCUMENT FINDINGS TO PROGRAM MANAGER	
5. MONITORING WELL INSTALLATION WORK PLAN PREP	70
A. PREPARE WORK PLAN AND SAFETY PLAN	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF MONITORING WELL INSTALLATION AND OBTAIN SITE ACCESS APPROVAL	
D. PREPARE AND SUBMIT WELL PERMITS	

EXPANDED SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
E. SCHEDULE AND SECURE DRILL RIG, EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR MONITORING WELL INSTALLATION	
F. COORDINATE WORK PLAN AND SAFETY PLAN WITH PARTICIPATING PERSONNEL	
6. MONITORING WELL INSTALLATION, SURVEY AND DEVELOPMENT	330
A. ACCESS SITE AND INITIATE FIELD LOG	
B. INSTALL MONITORING WELLS	
C. SURVEY WELLS	
D. DEVELOP MONITORING WELLS	
E. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
I. EXIT SITE, COMPLETE FIELD LOG	
7. SAMPLING, SAFETY AND QA PLANS; SAMPLE PREP	50
A. PREPARE SAMPLING, SAFETY AND QA PLANS	
B. PROGRAM MANAGER REVIEW AND APPROVAL	
C. NOTIFY APPROPRIATE OFFICES OF SAMPLING AND OBTAIN SITE ACCESS APPROVAL	
D. SCHEDULE SAMPLE ANALYSIS	
E. SCHEDULE AND SECURE EQUIPMENT, INSTRUMENTATION AND PERSONNEL FOR SAMPLING	
F. COORDINATE SAMPLING, SAFETY AND QA PLANS WITH PARTICIPATING PERSONNEL	
G. SAMPLE PREP	

EXPANDED SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
8. MOBILIZATION, SAMPLING AND DEMOBILIZATION	200
A. ACCESS SITE AND INITIATE FIELD LOG	
B. IDENTIFY SAMPLE MANAGEMENT AREA, DECONTAMINATION AREA AND SAMPLING LOCATIONS	
C. OPEN SAMPLE SHUTTLES AND INITIATE SAMPLE CHAIN OF CUSTODY	
D. COLLECT SAMPLES IN ACCORDANCE WITH EPA GUIDANCE AND THE MOST CURRENT NJDEP <u>FIELD SAMPLING PROCEDURES MANUAL</u>	
E. DOCUMENT SAMPLING ACTIVITIES AND PHOTOGRAPH SAMPLE LOCATIONS	
F. DECONTAMINATE PERSONNEL AND EQUIPMENT AS NECESSARY	
G. COMPLETE ANALYSIS REQUESTS, SAMPLE CHAIN OF CUSTODY AND SECURE SAMPLE SHUTTLES FOR SHIPPING	
H. EXIT SITE, COMPLETE FIELD LOG AND SHIP SAMPLES	
I. DEMOBILIZATION UPON COMPLETION OF SAMPLING	
J. DOCUMENT SAMPLING ACTIVITIES TO PROGRAM MANAGER	
9. SAMPLE ANALYSIS (AVERAGE 25 SAMPLES/SITE)	(CLP)
10. QA/QC REVIEW OF NON-CLP ANALYTICAL DATA	30
11. REPORT PREPARATION/REVISION	130
A. DEVELOP ESI NARRATIVE	
B. TABULATE ALL AVAILABLE ANALYTICAL DATA	
C. ORGANIZE SUPPORTING DOCUMENTATION AND PREPARE MAPS	
D. TYPE REPORT/REVISIONS	

EXPANDED SITE INSPECTION WORK PLAN (continued)

<u>TASK</u>	<u>MAN-HOURS</u>
12. COMPLETE QUICKSCORE	30
13. PROGRAM MANAGER REVIEW	10
14. COPY, BIND AND FILE REPORT; DATA ENTRY	5
	<hr/>
TOTAL	1,200

SITE REASSESSMENTS

A Site Reassessment (SR) represents the gathering and evaluation of new information on a site previously assessed under CERCLA to determine whether further Superfund action is needed. A SR serves as a supplement to previous assessment work and not a replacement for traditional assessment activities. The scope of work for SR activity is flexible but will usually represent a component of a traditional site assessment action such as a Preliminary Assessment, Site Inspection, or a Site Inspection Prioritization. The purpose of this action is to document the expenditure of Superfund resources on older sites where EPA has received new information or learned that the site conditions have changed.

Various tasks routinely performed as part of the SR:

- o Review site-specific background data contained in previous site evaluation files (e.g., EPA Preliminary Assessment, Site Inspection, Site Inspection Prioritization report and/or State Reports) in terms of HRS requirements, and confirm CERCLA eligibility of site.
- o Update or revise the HRS screening score using the "QuickScore" method of scoring (if existing data is sufficient).
- o If existing data is not sufficient to score the site, notify the EPA and request technical direction as to whether or not additional non-sampling data shall be collected. Additional non-sampling data may include an on-site/off-site reconnaissance. The NJDEP shall complete the site scoring upon its determination that sufficient data has been found.
- o Prepare the SR report and complete the "Quickscore" site score. Include a recommendation for further action at the site.

SRs will be conducted according to the following work plan; recommendations for further remedial action under CERCLA will be determined using Quickscore.

SITE REASSESSMENT WORKPLAN

TASK	MAN-HOURS
1. FILE SEARCH	50
A. CONTACT ALL PERTINENT SOURCES OF INFORMATION	
B. LOCATE AND EVALUATE INFORMATION REQUIRED FOR QUICKSCORE COMPLETION	
C. LOCATE AND COPY REQUIRED MAPS	
D. LOCATE AND EVALUATE EXISTING ANALYTICAL DATA	
E. REVIEW AND COPY SUPPORTING DOCUMENTATION	
2. OFF -SITE RECON AND ON-SITE RECON, IF NECESSARY/ REVIEW NON-SAMPLING DATA	100
3. COMPLETE QUICKSCORE	10
4. COMPLETE SITE REASSESSMENT REPORT	125
5. PROGRAM MANAGER REVIEW	10
6. COPY, BIND AND FILE REPORT; DATA ENTRY	5
	<hr/>
TOTAL	300

FEDERAL FISCAL YEAR 2009 OUTPUTS

MAN-YEARS	MAN HOURS / MAN YEAR	MAN-HOURS	
5.5	1,424	7,830.00	
OUTPUT	TOTAL FFY09 OUTPUTS	HOURS PER OUTPUT	TOTAL MAN- HOURS
PSAs	10	80	800
PAs	3	50	150
SIs	4	520	2,080
ESIs	2	1,200	2,400
SRs	8	300	2,400
			7,830

**HAZARDOUS WASTE SITE INVENTORY (PA/SI)
BUDGET DETAILS FOR FEDERAL FISCAL YEAR 2009
OCTOBER 1, 2008 THROUGH SEPTEMBER 30, 2009**

TITLE	# OF STAFF IN TITLE	ANNUAL SALARY	TOTALS
HSMS 1	1	\$88,367.00	\$88,367.00
SENIOR GEOLOGIST	2	\$60,370.00	\$120,740.00
SENIOR ENVIRONMENTAL SPECIALIST	1.5	\$58,214.00	\$87,321.00
HSMS 2	1	\$76,140.00	\$76,140.00
			\$372,568.00
COST OF LIVING INCREASE (JULY 2009)	3.00%	\$372,568.00	\$11,177.04
TOTAL UNADJUSTED SALARIES			\$383,745.04
FRINGE BENEFIT	36.90%	\$383,745.04	\$141,601.92
SALARIES + FRINGE BENEFIT			\$525,346.96
INDIRECT COSTS	20.29%	\$525,346.96	\$106,592.90
		TOTAL SALARY	\$631,939.86

FEDERAL OPERATIONAL BUDGET BY OBJECT CODE			
TRAVEL			
(30) TRAVEL		\$1,100.00	
TOTAL TRAVEL		\$1,100.00	
EQUIPMENT			
(74) REPLACEMENT VEHICLE		\$33,500.00	
TOTAL EQUIPMENT		\$33,500.00	
SUPPLIES			
(21) PRINTING & OFFICE		\$3,595.14	
(24) HOUSEHOLD & CLOTHING		\$1,500.00	
(26) OTHER		\$4,425.00	
(34) DATA PROCESSING		\$1,500.00	
(77) COMPUTER		\$0.00	
(76) OTHER EQUIPMENT		\$500.00	
TOTAL SUPPLIES		\$11,520.14	
CONTRACTUAL			
(36) PROFESSIONAL SERVICES		\$190,700.00	
TOTAL CONTRACTUAL		\$190,700.00	
OTHER			
(31) TELEPHONE		\$1,800.00	
(32) POSTAGE		\$2,000.00	
(38) OTHER SERVICES		\$1,000.00	
(41) MAINTENANCE OF EQUIPMENT		\$4,000.00	
(45) RENT-CENTRAL MOTOR POOL		\$18,180.00	
(47) RENT - OTHER		\$4,260.00	
TOTAL OTHER		\$31,240.00	
TOTAL OPERATIONAL		\$268,060.14	
TOTAL BUDGET			\$900,000.00

FEDERAL OPERATIONAL BUDGET BY OBJECT CODE ITEMIZED		
(30) TRAVEL		
ROUTINE		
TRAVEL REIMBURSEMENT FOR TOLLS AND PARKING		\$25.00
SPECIAL		
NATIONAL SITE ASSESSMENT SYMPOSIUM (NSAS)		
AIRFARE		\$500.00
LODGING		\$300.00
PER DIEM		\$200.00
CONFERENCE FEES		\$50.00
AIRPORT PARKING/SHUTTLE SERVICE		\$25.00
SPECIAL TOTAL		\$1,075.00
TOTAL		\$1,100.00
(74) REPLACEMENT VEHICLE		
1 VEHICLE @ \$33,500.00 EACH		\$33,500.00
TOTAL		\$33,500.00
(21) PRINTING AND OFFICE SUPPLIES		
MISCELLANEOUS REFERENCES AND REPORTS		\$250.14
MISCELLANEOUS COMPUTER SUPPLIES		\$695.00
MISCELLANEOUS PRINTING AND OFFICE SUPPLIES		\$2,650.00
TOTAL		\$3,595.14
(24) HOUSEHOLD AND CLOTHING		
PERSONAL PROTECTIVE EQUIPMENT (DISPOSABLES)		\$1,500.00
TOTAL		\$1,500.00
(26) OTHER SUPPLIES		
GEOPROBE ACCESSORIES AND SUPPLIES		\$2,800.00
MISCELLANEOUS SAMPLING SUPPLIES		\$625.00
REPAIR PARTS FOR SAMPLING EQUIPMENT, MONITORING		
INSTRUMENTS AND MOBILE RADIOS		\$1,000.00
TOTAL		\$4,425.00
(34) DATA PROCESSING		
MISCELLANEOUS SOFTWARE AND SUPPLIES		1,500.00
TOTAL		1,500.00
(77) COMPUTER EQUIPMENT		
COMPUTER REPLACEMENT / UPGRADE (0 @ 2,500)		0.00
TOTAL		0.00
(76) OTHER EQUIPMENT		
MISCELLANEOUS SAMPLING TOOLS		\$500.00
TOTAL		\$500.00
(36) PROFESSIONAL SERVICES		
MOBILE LABORATORY ANALYSES		9,000.00
VOLATILE ORGANIC POTABLE WATER SAMPLE ANALYSES		11,700.00
FIELD SAMPLING SERVICES		170,000.00
TOTAL		190,700.00
(31) TELEPHONE		
MONTHLY SERVICE, LONG DISTANCE AND REPAIRS		\$1,200.00
CELLULAR PHONES AND PAGERS		\$600.00
TOTAL		\$1,800.00

FEDERAL OPERATIONAL BUDGET BY OBJECT CODE ITEMIZED		
(32) POSTAGE		
CORRESPONDENCE, SAMPLE SHIPPING, DATA DELIVERY AND REPORT TRANSMITTAL		2,000.00
	TOTAL	2,000.00
(38) OTHER SERVICES		
TRAINING, CONFERENCES AND SEMINARS		1,000.00
	TOTAL	1,000.00
(41) MAINTENANCE OF EQUIPMENT		
SERVICE AND REPAIR OF SAMPLING EQUIPMENT, MONITORING INSTRUMENTS AND MOBILE RADIOS		\$3,000.00
DECONTAMINATION OF SAMPLING EQUIPMENT		\$1,000.00
	TOTAL	\$4,000.00
(45) RENT - CENTRAL MOTOR POOL		
VEHICLES	RENTAL/YEAR/VEHICLE	
6	\$2,905.00	\$17,430.00
VEHICLE SERVICE AND REPAIRS		\$750.00
	TOTAL	\$18,180.00
(47) RENT - OTHER		
GEOPROBE RENTAL (5 DAYS @ 160/DAY)		\$800.00
PHOTOCOPIER LEASE (12 MONTHS @ 160/MONTH)		\$1,920.00
FAXCIMILE LEASE (12 MONTHS @ 45/MONTH)		\$540.00
DRILL RIG RENTAL (5 DAYS @ 200/DAY)		\$1,000.00
	TOTAL	\$4,260.00
	TOTAL OPERATIONAL	\$268,060.14

*All supply items have a unit cost under \$5,000.



PROCUREMENT SYSTEM CERTIFICATION

APPLICANT'S NAME
NJ Department of Environmental Protection

ASSISTANCE APPLICATION NUMBER
V002420-03
Hazardous Waste Sit Inventory Program Cooperative
Agreement PA SI

APPLICANT'S ADDRESS
Site Remediation Program
401 East State Street
Trenton, NJ 08625

SECTION I - INSTRUCTIONS

The applicant must complete and submit a copy of this form with each application for EPA Assistance. If the applicant has certified its procurement system to EPA within the past 2 years and the system has not been substantially revised, complete Part A in Section II, then sign and date the form. If the system has not been certified within the past 2 years, complete Part B, then sign and date the form.

SECTION II - CERTIFICATION

- A. I affirm that the applicant has within the past 2 years certified to EPA that its procurement system complies with 40 CFR Part 35 and that the system meets the requirements in 40 CFR Part 35. The date of the applicant's last certification is: **MONTH/YEAR**
6/07
- B. Based upon my evaluation of the applicant's procurement system, I, as authorized representative of the Applicant: *(Check one of the following:)*
- ☒ 1. **CERTIFY** that the applicant's procurement system will meet all of the requirements of 40 CFR Part 35 before undertaking any procurement action with EPA assistance

Please furnish citations to applicable procurement ordinances and regulations

- ☐ 2. **DO NOT CERTIFY THE APPLICANT'S PROCUREMENT SYSTEM.** The applicant agrees to follow the requirements of 40 CFR Part 35, including the procedures in Appendix A, and allow EPA preaward review of proposed procurement actions that will use EPA assistance

TYPED NAME AND TITLE
Michael Vrancik

SIGNATURE
Michael Vrancik

DATE
5/1/07

ASSISTANCE FUNDING ORDER PAGE 1 OF 1	PROJECT TITLE Hazardous Waste Site Inventory	APPLICANT NJDEP/SRP	PROJECT ID NUMBER V002420-02-5	PROJECT/BUDGET PERIOD 10/1/2002 to 9/30/2009	STATE CREDIT REMAINING							
PROJECT DESCRIPTION Cooperative Agreement (CA)			COMMENTS Request for an additional \$900,000 in funds for Preliminary Assessments & Site Inspections									
Hazardous Waste Site Inventory (PA/SI)												
BUDGET FOR COOPERATIVE AGREEMENTS AND AMENDED COOPERATIVE AGREEMENTS												
	ACTIVITY CATEGORY											
COST CATEGORY	PA/SI CURRENT BUDGET V002420-02-5	CHANGE (+/-)	REVISED BUDGET	CURRENT BUDGET	CHANGE (+/-)	REVISED BUDGET	FY09 REQUEST CURRENT BUDGET	CHANGE (+/-)	REVISED BUDGET	10-1-02 to 9-30-08 CURRENT BUDGET	CHANGES (+/-)	REVISED BUDGET
PERSONNEL	\$2,692,757	\$0			\$0		\$383,745			\$2,692,757	\$383,745	\$3,076,502
FRINGE BENEFITS	\$840,322	\$0			\$0		\$141,602			\$840,322	\$141,602	\$981,924
TRAVEL	\$64,556	\$0			\$0		\$1,100			\$64,556	\$1,100	\$65,656
EQUIPMENT	\$117,000	\$0			\$0		\$33,500			\$117,000	\$33,500	\$150,500
SUPPLIES	\$141,689	\$0			\$0		\$11,520			\$141,689	\$11,520	\$153,209
CONTRACTUAL	\$1,517,000	\$0			\$0		\$190,700			\$1,517,000	\$190,700	\$1,707,700
CONSTRUCTION		\$0			\$0		\$0			\$0	\$0	\$0
OTHER	\$179,778	\$0			\$0		\$31,240			\$179,778	\$31,240	\$211,018
TOTAL DIRECT COSTS	\$5,453,102	\$0			\$0		\$793,407			\$5,453,102	\$793,407	\$6,346,509
INDIRECT COSTS												
(Rate varies)	\$899,906	\$0			\$0		\$106,593			\$899,906	\$106,593	\$1,006,499
TOTAL	\$6,453,008	\$0			\$0		\$900,000			\$6,453,008	\$900,000	\$7,353,008
FEDERAL SHARE	\$6,453,008	\$0			\$0		\$900,000			\$6,453,008	\$900,000	\$7,353,008
STATE SHARE	\$0	\$0			\$0		\$0			\$0	\$0	\$0
RECOMMENDING OFFICIAL						EPA PROJECT OFFICER						
NAME AND TITLE Biff Lowry PROJECT MANAGER	SIGNATURE <i>Biff Lowry</i>		DATE 5/22/08				SIGNATURE		DATE			